POULSBO CITY COUNCIL AGENDA SUMMARY

WORKSHOP AGENDA ITEM NO. 10.a

MEETING DATE: June 3, 2026

AGENDA ITEM	2026 Impact Fees - Fire, Transportation, Parks
EXHIBITS	Impact Fee Workshop Staff Memo Staff Presentation Impact Fees Draft Adopting Ordinance _Amendments_ Fire Impact Fee Draft Adopting Ordinance_Amendments_Transportation Impact Fee Update Draft Adopting Ordinance_Amendments_Park Impact Fee
STAFFED BY	Coleman
ESTIMATED TIME	45 mins

SUMMARY STATEMENT

This agenda item represents the third Council workshop in the City's 2026 Impact Fee Update process, following prior workshops held on April 15, 2026 and May 13, 2026. The April 15 workshop provided an overview of impact fees, legal requirements, and the role impact fees play in funding growth-related infrastructure. The May 13 workshop focused on the draft rate studies and proposed fee methodologies for the Fire, Transportation, and Park Impact Fee programs. This workshop is intended to continue the discussion and consider adoption-related actions associated with the updated programs.

The impact fee programs are being updated to ensure consistency with the recently adopted Comprehensive Plan, Capital Facilities Plans, updated facility and cost assumptions, current growth projections, and evolving state requirements related to impact fee proportionality and administration. Impact fees are intended to ensure that new development contributes its proportionate share toward system improvements needed to serve future growth, while maintaining compliance with state law and supporting long-term infrastructure planning.

Included in this agenda item:

1. Overall discussion of future policy considerations, including potential exemptions and fee reductions
2. Fire Impact Fee adopting ordinance and establishment of new PMC Chapter 3.88
3. Transportation Impact Fee update adopting ordinance, including associated amendments to PMC Chapter 3.86
4. Park Impact Fee update adopting ordinance and amendments to PMC Chapter 3.84

WORKSHOP DATE:	May 13, 2026

IMPACTS

Expenditure Required? No	Included in Budget? No Amount: 0

SAMPLE MOTION:

Hold workshop and:

- Overall Discussion of Future Policy Considerations – Potential Exemptions and Reductions - **provide direction to staff**
- Fire Impact Fee Adopting Ordinance and New PMC Chapter 3.88 - **move to 6/17 Business Agenda**
- Transportation Impact Fee Update Adopting Ordinance (w/ associated amendments to PMC Chapter 3.86) - **move to 6/17 Business Agenda**
- Park Impact Fee Update Adopting Ordinance and Amendments to PMC Chapter 3.84 - **move to 6/17 Business Agenda**